**Types of Skills and Learning Styles**

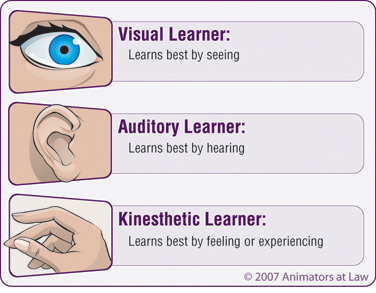
**On the next few pages you will find information to fill in your skills page with. You will find a page with personality traits, learning styles, transferrable skills, and essential skills. You will select your top choices from each area to fill out your skills page. You will also have to explain these skills and share how they will help you in your desired career for the future. Good luck!**

**Personality Traits (Pick 3)**

**These are qualities that outline who as person is and their overall being. The characteristics are easy to see in many people.**

* Adventurous
* Affable
* Conscientious
* Cultured
* Dependable
* Discreet
* Fair
* Fearless
* Observant
* Impartial
* Independent
* Optimistic
* Intelligent
* Keen
* Gragarious
* Persistent
* Capable
* Charming
* Precise
* Confident
* Dutiful
* Encouraging
* Reliable
* Exuberant
* Helpful
* Humble
* Suave
* Imaginative
* Meticulous
* Obedient
* Trusting
* Valiant

**Learning Styles (Pick one and explain)**



**Transferrable Skills (Pick 3)**

**These are skills that you have from your schooling or a prior job. These skills can be performed in a variety of different jobs.**

* Communication Skills
* Teamwork Skills
* Time Management
* Listening Skills
* Computer skills
* Problem Solving Skills
* Creativity Skills
* Organizational Skills
* Leadership Skills
* Deal with obstacles and crises
* Multi-task
* Present written material
* Present material orally
* Manage time
* Repair equipment or machinery
* Keep records
* Handle complaints
* Coordinate fundraising activities
* Coach
* Research
* Build or construct
* Design buildings, furniture, etc.
* Manage finances
* Speak a foreign language (specify language)
* Use sign language
* Utilize computer software (specify programs)
* Train or teach others
* Identify and manage ethical issues

**Essential Skills (Pick 3)**

**These are skills that you develop over time through schooling. These skills generally come naturally to a person.**

1.Reading – Strong Literacy Skills

2.Document Use – Good at performing research through reading.

3.Numeracy - Strong with numbers

4.Writing – Is skilled at and enjoys to compose written work.

5.Oral Communication – Enjoys conversation and discussion with others.

6.Working With Others – Works well in a team environment.

7.Critical Thinking – Enjoys doing a lot of deep thinking on certain topics.

8.Digital Technology - Enjoys and is skilled with using different types of technology.

9.Continuous Learning – Is always willing to learn new tasks and ideas to broaden your skill set.